

Initial/Admission

- ☐ Documented input by client/guardian, and/or signed by client/guardian
- ☐ Goals and objectives are specific, measurable, and relate to current needs and future aims of client
- ☐ Developed and signed by master's-level licensed clinician (MHP), MH-APRN, or MD

Concurrent

- ☐ Goals and objectives are specific, measurable, and relate to current needs and future aims of client
- ☐ Documented review of the previous treatment plan to identify progress or lack thereof for each goal/objective
- ☐ Documented input by client/guardian, and/or signed by client/guardian
- ☐ Developed and signed by licensed master's-level clinician (MHP), MH-APRN, or MD

H2015/2019/H0038

- Treatment plan and most recent progress notes as described above
- Therapy notes for the last three months
- Therapy is required once per quarter at a minimum
 - Should be individual or family therapy (with guardian if under 18 years old)

- Treatment plan and most recent progress notes as described above

- Treatment plan and most recent progress notes as described above
- All progress and therapy notes for the last 30 days

Guidelines for Most Common Service Codes, Ages & Units Allowed (based on 4.3 weeks/month) When requesting more units than allowed, include documentation that supports the severity of the need.	H2017 Adult Life Skills, for ages 18+	
	One unit = 15 minutes	
	One hour = Four units	
	5.6 units/week	
	24 units/month	
	Two months = 48 units	
	Six months = 146 units	
	H2017 Adult Rehab Day, for ages 18+	
H2015 for ages 4-17	One unit = One hour	
One unit = One hour	One hour = One unit	
One hour = One unit	Seven units/week	
1.2 units/week	30 units/month	
Five units/month	Two months = 60 units	
Two months = 10 units	Six months = 180 units	
Six months = 30 units	H0038 Peer Support, for ages 18+ year olds	
H2019 for ages 4-17		
One unit = 15 minutes		One unit = 15 minutes
One hour = Four units		One hour = Four units
5.6 units/week		Four units/week
24 units/month	17 units/month	
Two months = 48 units	Three months = 35 visits	
Six months = 146 units	Six months = 104 visits	
H2017 for ages 18+	H0034 Pharm Counseling by RN, no age range specified	
One unit = 15 minutes		
One hour = Four units		
5.6 units/week		One unit = One encounter
24 units/month		One unit/month
Two months = 48 units		Two months = Two visits
Six months = 146 units	Six months = Six visits	

Note: Therapy is not a requirement for H2017 (Life Skills) or H0034 IF these are the only service codes requested.

Helpful but not required:

- Most recent medical management note
- Summary of progress/barriers to progress
- Most recent mental health and/or psychiatric evaluation update
- Summary of current needs